

Multimedia Module

PREMIERE 6 USER MANUAL



TABLE OF CONTENTS

Introduction and Overview	3
Exercise 1: Organization of Premiere Desktop	3
Exercise 2: Connecting a DV Camera via FireWire to the Computer	4
Exercise 3: Opening Premiere	4
Exercise 4: Set Up Scratch Disk and Device Control	5
Exercise 5: Set Project Settings	6
Review Test 1	7
Exercise 6: Importing Files into Premiere	7
Exercise 7: Capturing Video into Premiere	8
Exercise 8: Adding Clips to Timeline	8
Exercise 9: Adding Transitions Between Clips	9
Exercise 10: Shortening and Splicing Clips	10
Exercise 11: Changing the Opacity of a Clip	10
Exercise 12: Adjusting Audio Levels and Panning	11
Review Test 2	11
Exercise 13: Changing the Speed of a Clip	11
Exercise 14: Creating Titles in Premiere	12
Exercise 15: Creating Scrolling Titles	12
Exercise 16: Rendering the Work Area	13
Exercise 17: Printing to Video	13
Exercise 18: Exporting to QuickTime	14
Criterion Test	15

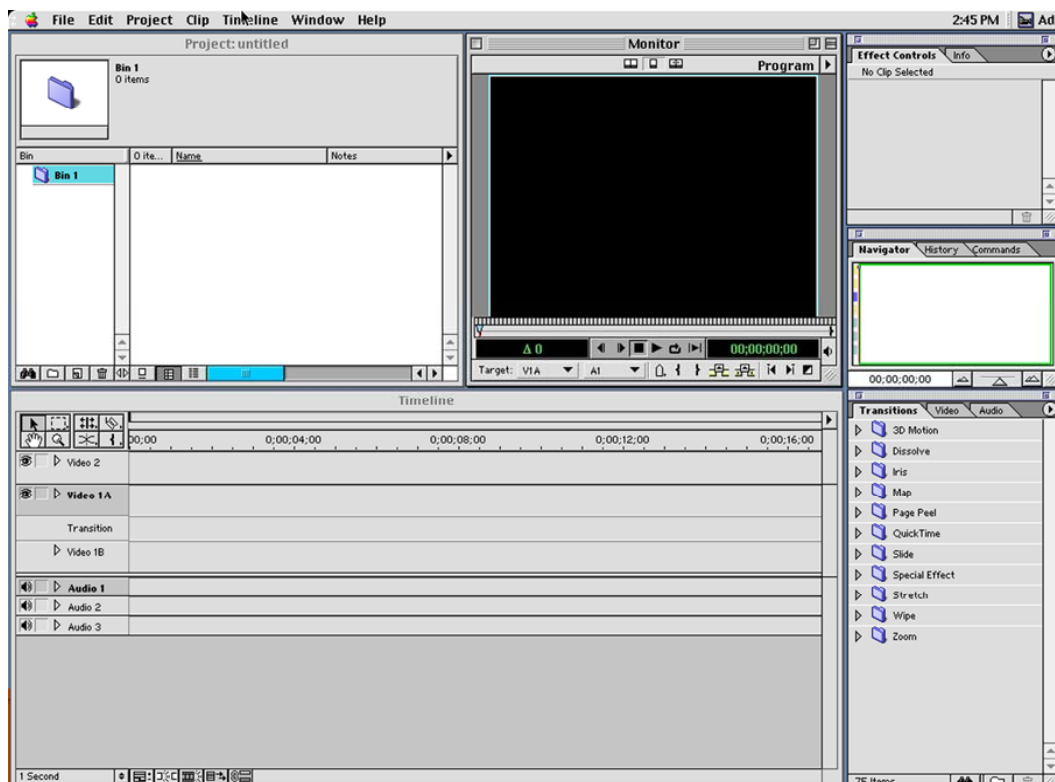
INTRODUCTION AND OVERVIEW

In this class you will learn the basic layout and key terms to using Premiere. You will learn how to open the program and set up the Project Settings, capture video and import files, edit, and export the finished video to tape and QuickTime formats. Once you have successfully completed this course, you will be able to answer most questions dealing with the basics of Premiere.

EXERCISE 1: ORGANIZATION OF PREMIERE DESKTOP

Draw a line from the name of the item to the correct window that it corresponds to.

Bin Timeline Tools Menu Bar Monitor Transitions



EXERCISE 2: CONNECTING A DV CAM VIA FIREWIRE TO THE COMPUTER

Steps:

1. Connect firewire cable to **breakout box**
2. Connect firewire cable to **DV Cam**
3. Turn DV Cam on to **VCR/VTR** mode
4. Connecting DV Cam via firewire is the only way to insure device control

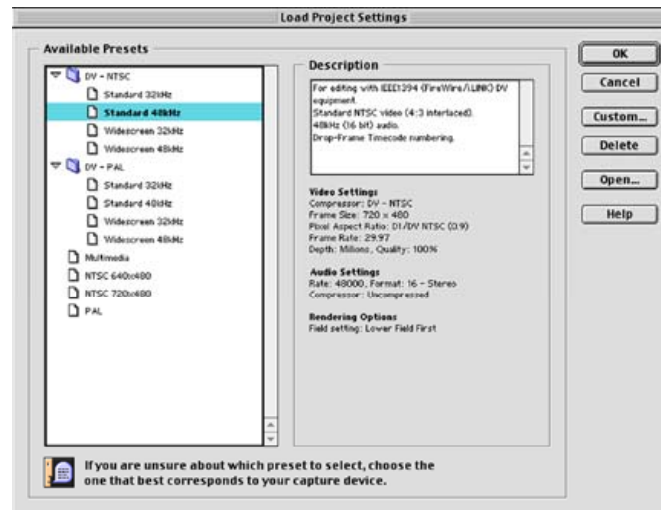
EXERCISE 3: OPENING PREMIERE

Steps:

1. Locate and **Open** Premiere
2. An Initial Workspace window will open automatically
3. Choose **Select A/B Editing**
4. If this window does not open, you can arrange workspace by accessing **Window > Workspace > A/B Editing** once the program is open.



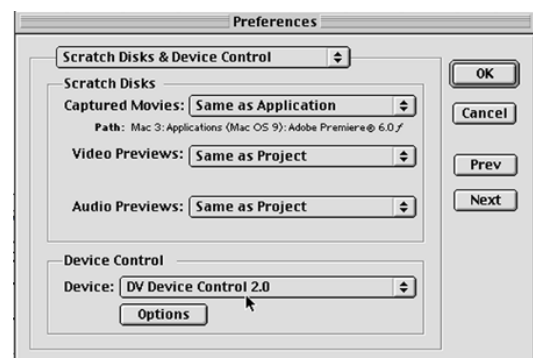
5. A **Load Project Settings** window will open automatically
6. Ask client about settings for their DV Cam/Consult DV Cam manual
7. Select appropriate setting (If unknown, select Standard 48 kHz DV-NTSC)
8. Click **OK** to save settings



EXERCISE 4: SET UP SCRATCH DISK AND DEVICE CONTROL

Steps:

1. Choose **Edit** from menu bar
2. Scroll down to **Preferences**, and choose **Scratch Disks and Device Control**
3. Choose **Select Folder** from the Captured Movies text box
4. Navigate to your folder on the hard drive
5. Choose **DV Device Control** as your device
6. Click on **Options** (may come up automatically)



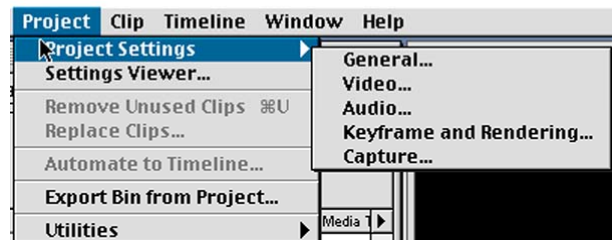
7. Set device to your camera type
8. Click **OK** to save settings
9. A window asking you to deactivate AppleTalk will automatically open after you set device control. Press **Deactivate**



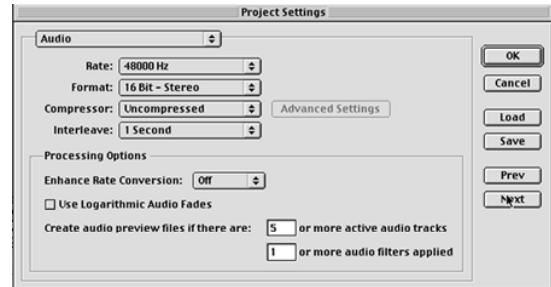
EXERCISE 5: SET PROJECT SETTINGS

Steps:

1. Select **Project** from Menu Bar, scroll down to **Project Settings** and open **General** category
2. Click on "**Playback Settings**" in the General Category
3. Make sure to **uncheck** the box for "Audio, play audio on the output device only", and click **OK** to close window
4. Click **Next** on General Settings window
5. Set compressor to **None** on Video Settings window, and click **Next** to move to **Audio Settings** window



6. Set compressor to “**uncompressed**” in Audio Settings window, and click **Next** to move to Keyframe and Rendering window and **Next** again to move to Capture Settings window
7. Click on **Video** in Capture Settings window and choose a compressor and frames per second. Click **OK** to save these changes and return to Capture Settings window
8. Click **OK** in Capture Settings window to save all Project Settings and return to main screen



REVIEW TEST 1

Steps:

1. Connect a DV Cam to your computer
2. Open Premiere
3. Set up Device Control
4. Turn off AppleTalk
5. Set the Project Settings using the steps outlined in this workshop

EXERCISE 6: IMPORTING FILES INTO PREMIERE

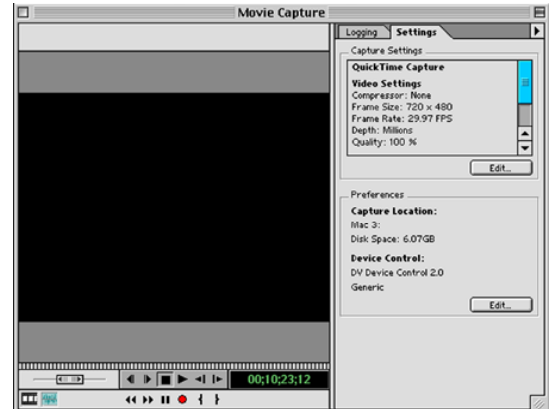
Steps:

1. Choose **File** from the Menu bar
2. Scroll down to **Import**
3. Choose **Import File**
4. Select desired file from hard drive
5. Click **Open** to import file
6. Imported files will appear in the bin

EXERCISE 7: CAPTURING VIDEO INTO PREMIERE

Steps:

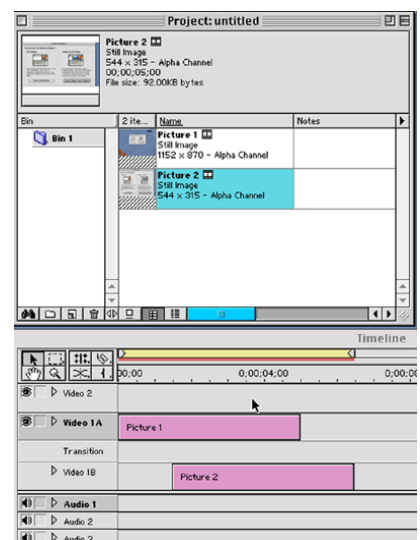
1. Make sure DV Cam is connected and turned on, and cued
2. Choose **File** from menu bar
3. Scroll down to **Capture**
4. Select **Movie Capture** to open capture window control camera from buttons on screen
5. Press **red button** (looks like VCR record button) to begin capturing
6. Press **Escape** key on keyboard to end capturing
7. Close capture window when finished
8. Captured clips will appear in the bin



EXERCISE 8: ADDING CLIPS TO TIMELINE

Steps:

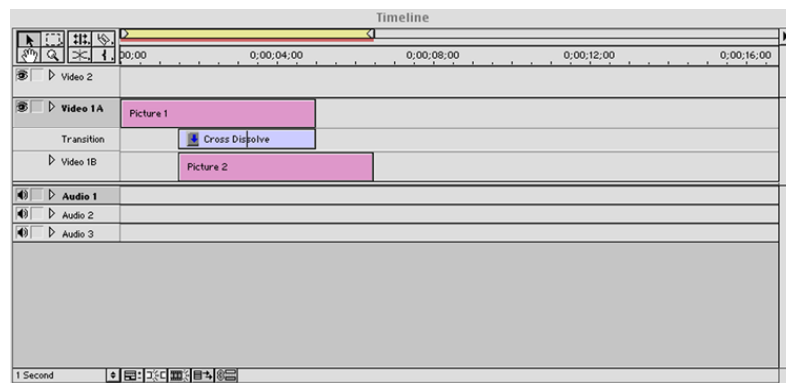
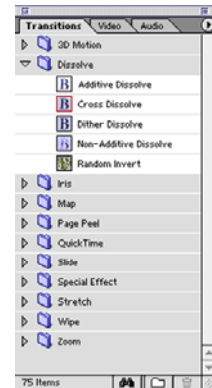
1. **Drag** desired clip from bin to timeline
2. **Drag** next clip into Timeline, placing it either next to the first clip, or in another track
3. To play the Timeline, position the playhead at the beginning of the clip by clicking the mouse there and press the **space bar**



EXERCISE 9: ADDING TRANSITIONS BETWEEN CLIPS

Steps:

1. Place first clip in **A track** of Video 1
2. Place second clip in **B track** of Video 1- there must be some overlap with clip #1
3. Choose a **transition** from the transitions window
4. **Drag** the transition you want into the “transition” track of the timeline, between clip #1 and clip #2
5. To preview a transition do one of the next two options
6. Click **Return** after adding a change to build or render a preview that you can watch in real time
7. “Option scrub” by holding down the **option key** while scrubbing to see the transition at the speed you scrub through timeline



EXERCISE 10: SHORTENING AND SPLICING CLIPS

Steps:

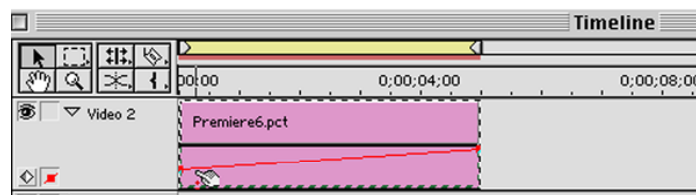
1. **Drag** at the ends of clips in the timeline to shorten them
2. Choose the **razor blade** tool
3. Splice clips by clicking on them with the Razor Blade tool (this splits them wherever you click)



EXERCISE 11: CHANGING THE OPACITY OF A CLIP

Steps:

1. Place a clip in **track 2** or higher
2. Expand track by clicking on **arrow** to the left of "Video 2"
3. **Drag rubberband** (Red Line) to desired opacity



EXERCISE 12: ADJUSTING AUDIO LEVELS AND PANNING

Steps:

1. Place an audio clip in any audio track on the timeline
2. Expand track by clicking on **arrow** to left of “**Audio 1**”
3. **Drag rubberbands** to desired levels for volume and panning (red line-volume, blue line-panning) by selecting box with desired color/ effect from the audio track.

REVIEW TEST 2

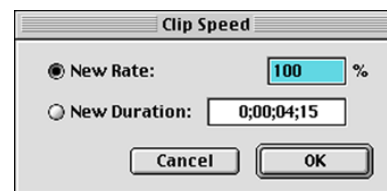
Steps:

1. **Add** clips to the timeline
2. **Shorten** and **splice** clips
3. Change the **opacity** of a clip
4. Adjust the **audio levels** and panning in a clip using the steps outlined in this workshop

EXERCISE 13: CHANGING THE SPEED OF A CLIP

Steps:

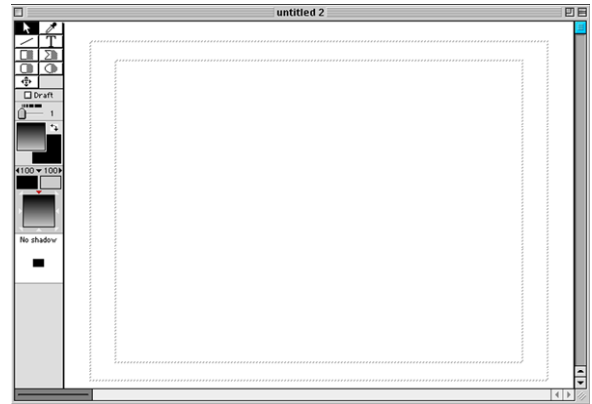
1. Select desired clip
2. Choose **Clip** from Menu bar
3. Select **Clip Speed**
4. Change speed by entering **new rate** or desired duration and clicking “OK” (a “-” in front of the new rate will cause the clip to play in reverse)



EXERCISE 14: CREATING TITLES IN PREMIERE

Steps:

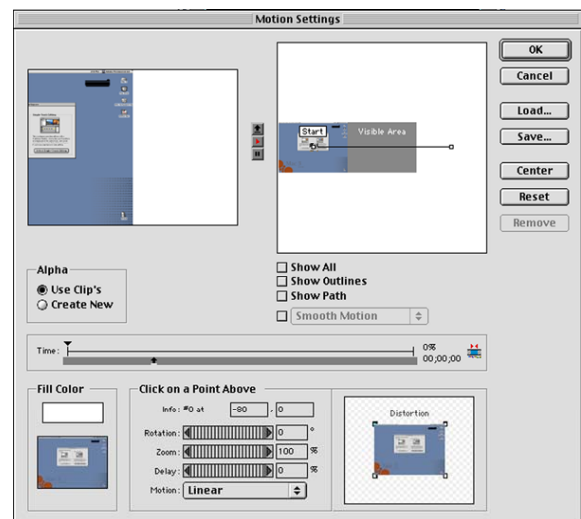
1. Select **File** from Menu bar
2. Scroll down to **New**, and choose "New Title" to open titling window
3. Use the tools to **create a title** within the innermost dotted lines which marks the title safe area
4. **Close** the window
5. The title appears as a clip in your bin
6. **Drag** a video clip into title window to place text over moving video.



EXERCISE 15: CREATING SCROLLING TITLES

Steps:

1. Select desired clip
2. Select **Clip** from Menu bar
3. Scroll down to **Video Options**
4. Select **Motion Settings** to open Motion Settings window
5. Manipulate motion of clip by **dragging rubberband** in Motion Settings window
6. View changes in **preview**.
7. Click **OK** to commit changes to movie and close window



EXERCISE 16: RENDERING THE WORK AREA

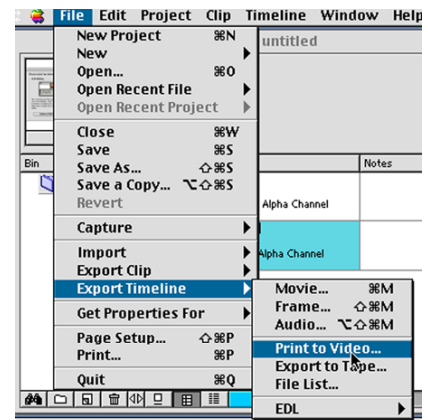
Steps:

1. Make sure your entire movie is encompassed by the yellow “work area” bar at the top of the timeline. Extend work area by dragging on end of arrow on yellow bar.
2. Choose **Timeline** from Menu bar
3. Choose **Render Work Area**
4. Wait for rendering to finish (length of wait determined by length of movie and complexity of edits)

EXERCISE 17: PRINTING TO VIDEO

Steps:

1. Make sure DV Cam is connected and turned on to **VCR mode**
2. Select **File** from Menu bar
3. Scroll down to **Export Timeline**
4. Select **Print to Video**
5. Follow instructions



EXERCISE 18: EXPORTING TO QUICKTIME

Steps:

1. Select File from Menu bar
2. Scroll down to Export Timeline
3. Select Movie (yellow selection line at the top of the Timeline)
4. Save movie to hard drive as QuickTime
5. Send through Media Cleaner 5 to optimize for your needs

CRITERION TEST:**25 min**

This is the criterion test for the Premiere 6 module. It is going to test your comprehension of the module you just participated in or allow you to test out of the Premiere 6 module.

Create and Export a video using Premiere.

1. Capture several video clips onto the Bin in Premiere.
2. Place them in the Timeline.
3. Trim and split clips so that there are 7 different clips of about 4-5 seconds each.
4. Put a scrolling title at the beginning that has 3 short lines of text such as:
 - ◆ Directed by (your name)
 - ◆ My Movie
 - ◆ Starring Me
5. Put a Cross Dissolve Transition between the first two clips that is about 1-2 seconds long.
6. Make the third clip play in reverse.
7. Make the fourth clip play in slow motion.
8. Make the last clip fade to black.
9. Put a stationary title of your choice at the end with one line of text such as:
 - ◆ Year
10. Adjust the fifth clip so that the audio is very soft.
11. Export movie to Quicktime
12. Export movie again back onto the camera at the end of the footage.